

**BUTTE COUNTY
CHILDREN AND FAMILIES COMMISSION
Friday, August 15, 2003
Minutes**

Held at the Mira Loma Drive county offices, the meeting was called to order at 8:36 a.m.

Item 1: Introductions

Commissioners present: Jane Dolan, Marian Gage, Chair Mark Lundberg, Sandra Machida, Karen Marlatt, Phyllis Murdock, and Gene Smith.

Commissioners absent: Patricia Cragar, Linda Moore.

Staff present: Cheryl Giscombe, Bobbi Dunivan, and Eva Puciata.

Staff absent: None.

Also present were: Poncho Zarate and Sue Webber-Brown of the Butte County District Attorney; Carol Roberts, Valley Oak Children's Services; Sandra Woodson and Carey Gross of the Butte County Library; Margie Ruegger, Child Abuse Prevention Council; Bob Michaels and Sheri Morgan of the NV Catholic Social Services, Barbara Hanna and Lynn Theissen of Home Health Care Mgmt.

Chair Mark Lundberg opened the meeting, asking everyone to introduce him or herself and tell what they're appreciating about their summer.

Mark introduced the newest commission member, Phyllis Murdock, new Public Health Director (replacing Gary House, who retired last March). Phyllis comes to us from Nevada County, where she also sat on the Children and Families Commission.

Mark acknowledged Assistant Director of Public Health Jim Botill, who had served as Interim Public Health Director during the vacancy, and who sat on our Commission, providing valuable insight and especially fiscal direction, presenting him with a plaque and engraved "star" paperweight.

Item 2: Agenda Review

No changes.

Item 3: Consent Calendar

The following items were addressed during previous Commission meetings. Staff has identified them as having no opposition and presenting no new or unusual issues requiring the Commission's attention. Unless a member of the Commission or public requests discussion, this consent calendar will be voted upon with one motion.

- A. DRAFT June 9, 2003 Meeting Minutes
- B. DRAFT Equity and Diversity Policy

Jane Dolan made a motion to approve the Consent Calendar. Phyllis Murdock seconded The motion passed unanimously.

Item 4: North Valley Catholic Social Services Progress Report.

Bob Michaels and Sheri Morgan reported.

Very young children, especially children who are in the Dependency system, may have special needs. The Court Appointed Special Advocates (CASA) program provides training and support to volunteer advocates who speak for these little people in court. CASA advocates befriend their CASA child and make recommendations to the judge regarding their future. It adds another element to the child welfare system. A CASA volunteer works with only one child whereas a social worker can work with 100s of children. The program has been a catalyst for bringing many agencies together for the benefit of children. The program was started in Seattle by a judge who felt he wasn't getting enough information to make good decisions for children. Within a year he had 100 people in the program assigned to children in the dependency system. Their job was to get to know the child, get to know the family, to learn about the case, and make recommendations at the hearing so that he could make informed decisions regarding these children. It was very successful and has spread across the United States. There are almost 1,000 programs in existence, and more coming on board all the time. In California alone, there are approximately 40 programs.

Judge Stephen Howell spearheaded the CASA program in Butte County. It took 8 to 10 years to get the program going in Butte, and all kinds of organizations and people to get grassroots support. Butte County CASA serves children removed from their homes due to abuse or neglect. CASA works with children in the dependency system. The lay CASA workers assess a child's situation by using a checklist. Anyone can refer a child to CASA (some even self-refer!). CASA has a rep in court when the dependency calendar is taking place. Duties of the CASA are: befriend and mentor, monitor, advocate, make recommendations to the court, and relay the child's wishes to the court. The CASA usually is the first to know of a change in a child's status. The training for CASA's is 40-hours long, ½ day in dependency court, and ½ day with a social worker. Butte County has more than 70 CASA volunteers and 90 children, with 24 children in the 0-5-age range. There are about 750 children in the dependency system, and CASA serves about 10% of them (considered a good number).

Item 5: Project REWARD Committee Report

Gene Smith reported. Butte's RFF has been approved by the State, including the total dollars requested, and the agreement forms should be received by BCCFC by mid August and the FY03-04 State match monies should be expected in November or December 2003. Due to the quick turnaround required by the RFF deadline, informal care providers were not addressed. The PROMT committee is recommending revising the narrative to add them in, in November. Proposals for the REWARD program were received from Valley Oaks Children's Services and BCOE.

The total request for FY03-04, including the local match, is \$774,050. The bulk of that will go toward stipends.

Item 6: Administration Committee Report

Karen Marlatt reported. The Administration Committee met twice during Commission recess.

- A. The Administration Committee would like to formally thank Commissioner Linda Moore for her letter to the editor to the Oroville Mercury Register responding to misinformation published in a June 26, 2003 article about smoking cessation projects funded by the Commission.
- B. The Administration Committee recommends funding a second request for funds for the period of July 1, 2003 through December 31, 2002 from the DEC (Drug Endangered Children) program. The amount requested is \$57,035, which will provide salaries and benefits for an Investigator (DEC Specialist) and a

legal typist clerk, both of whom provide services 24/7. The amount requested from the Commission is match by \$207,957 in other funding provided by the County for the other members of the DEC Response Team. The request to the Commission represents 20% of the total DEC Response Team Funding requirement.

The reason for the off cycle funding request is that the DEC project is currently funded by the Commission (by a special funding proposal, February 2003) for the period of February 15, 2003 through June 30, 2003. The reason for the request in February 2003 was because of the notice from the State in December 2002 of the termination of funding for the DEC program. The DA and the County have aggressively pursued and exhausted all alternative sources of funding. The Commission's funding commitment ends June 30, 2003. This second special funding request is necessary to continue the DEC program through December 31, 2002 and align funding with the Commission's calendar year funding cycle.

Most programs funded by the BCCFC are prevention orientated. The DEC program is an exception, and as such, funding it is uncomfortable to some, as the entire thrust of Prop 10 work is prevention.

On the Financial Plan Spreadsheet, the \$57K request was deducted from the total monies in the fund, and not from the line item "new grants," but perhaps it should be. Perhaps the DA should plan to get on board with the regular BCCFC RFP cycle, which begins in January every year, and apply to the California Endowment. Phyllis Murdock suggested "Special Project \$" be placed on future agenda for consideration.

Karen Marlatt made a motion to approve the DEC funding request for \$57,035.00. Jane Dolan seconded. The motion passed unanimously

- C. Parliamentary Procedures training will be provided in September.
- D. The Administration Committee recommends approving the Draft Funding Allocation Plan for inclusion in the annual Strategic Plan review and update due to State Commission in November 2003.

Karen Marlatt made a motion to approve the Funding Allocation Plan. Jane Dolan seconded. The motion passed unanimously

- E. The Administration Committee recommends Mary Neumann, Finance Director at PEN, and Jeff Fontana, Public Information Officer for DESS, be recommended to the Board of Supervisors for appointment to the Commission as alternates.

Karen Marlatt made a motion to recommend Mary Neumann and Jeff Fontana as Alternate Commissioners. Gene Smith seconded. The motion passed unanimously

There was a break at 10:04 A.M. The Home Health Care/ Butte County Library Literacy Van was available for viewing and inspection outside the Commission meeting room. The Meeting reconvened at 10:23 A.M.

Item 7: Commission Strategic Plan Committee Report

Marian Gage reported. The colored document provided, "Comparison of Butte County's Strategic Plan with Draft Statewide Evaluation Plan with Advisory Groups' Recommended Revisions in Bold Font," is related to PEDS. Every color except green shows the kind of data the Commission will get from the PEDS evaluation. Pink and blue will be information that providers will be providing the Commission. The green is geared toward school readiness and it looks like it will be a separate process from PEDS. So in essence, you have a separate evaluation for Project REWARDS, a separate evaluation for school readiness, and then PEDS.

A meeting occurred between partners, the committee, and the State representative. There were three items that were determined to be either not needed or that should be moved to a different section. It requires approval from the Commission to do this. The following recommendations for changes are:

- Page 2, under “Providers have knowledge and abilities to improve children’s school readiness and success,” there are two items that the committee recommends be moved to Page 1 under “Children reach optimal health and dental milestones,” because it was felt they don’t belong in this area. They are:

11. Number and percentage of primary care providers who use developmental screenings on all children under 3.

13. Number and percentage of children identified with disabilities that are referred to developmental services by kindergarten entry.

- Page 3, under “Parents have knowledge and abilities to support school readiness and success in continued learning,” the committee felt this wasn’t needed, so they want it deleted.

Number of percentage of mothers who completed high school or its equivalent.

The term “primary care provider” is being confused, some thinking it means childcare providers and some thinking it means MDs. To allow for this, the indicator should be listed on both pages 1 and 2, under both “Children are born and remain healthy and well-nourished,” and “Early Care and Education Providers are competent, qualified, and remain in the profession.”

Marian Gage made a motion to list items 11 and 13 on both pages 1 and 2, and leave “percent of mothers” on page 3 in that report. Sandra Machida seconded. The motion passed unanimously.

Sandra, Karen, Gene, and Marian will meet again after the PEDS training in September.

Item 8: Staff Report

Cheryl Giscombe reported. An Ad Hoc Committee Roster is included in the packet. Commissioners should verify they are listed on the right committees.

The move to new office space should be completed by mid October.

We have had interviews for the ASA position, and are now checking references on the top candidates. The Administrative Analyst position is on the agenda for the next Board of Supervisors meeting (as a Public Health employee contracted to the Commission, positions have to be approved by the BOS). We are preparing for the next round of interviews and hope to soon have our needed 5 staff positions filled.

Wallace Rowe, CPA, is scheduled to do our audit on September 17 and 18, and will report at the next Commission meeting.

Our IZ, VIP, and Home Health Care grantees have requested presentation time at the September meeting.

Thanks to all Commissioners for completing the Systems Change survey. Another survey has been spearheaded by Yolo County regarding Executive Director salary and benefit packages. (There is a great deal of sharing of materials occurs between counties, which is considered a beneficial way of improving organizational development of commissions).

Bobbi Dunivan reported one of the big grantees is in default with contract obligations and a meeting is scheduled to rectify the situation.

Eva Puciata gave an overview of updates made to the Financial Plan spreadsheet, and these are listed on pages 18 and 19 of the Staff Report. Of particular notice is projected revenues have been adjusted down across years to reflect lower than previously anticipated allocations received in FY02-03. This is the reason for the projected deficit in FY12-13 (should spending continue at the current rate).

Public Comment

Barbara Hanna, Home Health Care Management thanked the Commission and said the work is fostering collaboration. Barbara met Freley Hosannah of Butte County Library, and Lloyd King, Grandparents as Parents, at the BCCFC Voluntary Proposers Conference, and they joined forces to come up with a program that fosters literacy, home safety, and better parenting. Agencies are coming together like pieces of a patchwork quilt.

Items 9: Closed Session

The Commission went into closed session with County Counsel at 11:10 A.M.

The meeting adjourned at 11:32 A.M.

Minutes by Josie Smith of An Executive Assistant.
530-345-0778